

Market Survey/Request for Sources Information
Printing and Distribution Services
For Enroute High and Low Altitude Charts, and Enroute Area Charts

General Information:

The Federal Aviation Administration (FAA), Aviation System Standards (AJW), National Aeronautical Charting Group (NACG) is conducting a Market Survey/Request for Information to improve the Government's understanding of the current marketplace and to identify qualified and capable sources. This announcement is not a Screening Information Request (SIR) or a Request for Proposal (RFP) of any kind. Interested sources must respond with information to confirm evidence of their qualifications and capabilities to meet requirements in the attached description. The FAA intends to review all response submittals to establish the acquisition strategy. Responses to this market survey will be used to develop the Source List to be used when the solicitation for this requirement is issued, and will be used to determine if there is adequate competition to set the requirement aside for Socially and Economically Disadvantaged Businesses (SEDB) or Small Business, or open it up for full and open competition. The information identified from this market survey may result in a restricted Screening Process when the RFP is issued. This survey is being conducted in accordance with FAA Acquisition Management System (AMS) Section 3.2.1.2.1. This survey will support market research obtained from multiple sources and will be utilized for planning purposes only.

The requirement is for Printing and Distribution Services for Enroute High and Low Altitude Charts (U.S. and Alaska), and Enroute Area Charts (U.S.), and includes lithographic, finishing, and distribution services for approximately 800,000 charts every 56 days. The Enroute charting products support civilian and military aeronautical navigation in the conterminous United States, Alaska, Hawaii, and the Caribbean-Gulf of Mexico areas. The contract shall require strict adherence to the performance schedule specified. Failure to meet the rigid schedule and/or production failure of the Contractor to perform as prescribed could possibly result in legal action to which the Contractor and the Government are named as parties. During the life of this contract, the Government Furnished Property (GFP) will change as NACG automates their production methods. This contract will begin with the Government furnishing both four composite negatives and electronic .pdf files to the contractor for printing. As automated practices increase, the Government will provide fewer charts to be printed via four composite negatives, and more charts to be printed using .pdf files. This migration to .pdf files will be rolled out through the life of this contract, furnishing .pdf files to the Contractor as they become available. It is anticipated that by the end of this contract, a complete migration to .pdf files will be accomplished. Timelines to rollout each chart suite will not be established; however NACG will notify the Contractor three cycles prior to a chart, or suite of charts, being automated. The NAICS CODE for this requirement will be 323110, Commercial Lithographic Printing, with a Size Standard of 500 personnel.

The Contractor must have a back-up plan in place in the event their facility becomes non-operational, insuring production is not interrupted and that all the Enroute suite of charts are printed and distributed according to the schedules in Section 8.2 and 17.2 of the PWS. A back-

up plan summary must be included in the responses submitted by interested vendors for the market survey (see Attachment A).

All decisions will be made based on the information provided by vendors responding to this market survey. Attached to this announcement is a draft Performance Work Statement (PWS) for Printing and Distribution Services (see Attachment D). Note that the actual PWS is in process and will be provided with the SIR when it is formally issued. All FAA documents are to be downloaded and printed from the FAA Contracting Opportunities Home Page found at <http://faaco.faa.gov> (or by access through <http://fast.faa.gov>). Please note that documents downloaded from sites other than the FAA's Contracting Opportunities Homepage may not be the latest documents. All FAA SIR amendments will also be shown on this site as "Amendment" when required. Vendors must access this site daily to determine if additional SIR amendments have been issued. Only vendors that respond with information packages providing the required information demonstrating that their firm meets the minimum requirements will be added to the Source List. The minimum requirements will remain the same for the issued SIR as contained in the requested information for this market survey.

All interested vendors are advised that the FAA will not pay for any information or any administrative costs incurred that are associated with any response received from industry in response to this Market Survey/Request for Information. Therefore, any costs associated with vendor's Market Survey/Request for Information submissions will be solely at the interested vendor's expense.

Any information provided under this market survey is for informational purposes only and will not be released. Any proprietary information submitted will be protected if appropriately marked. Vendor participation in any informational session is not a promise of future business with the FAA.

Response to this Market Survey:

Interested sources should provide evidence of qualifications/capabilities available to provide the required Printing and Distribution Services for one base year with two option years, as shown in the draft PWS (Attachment D).

Responses to the market survey must also include a cost estimate for the DIFFERENCES in the defined work in Section 2 (print from GFP of pdf files) as compared to the defined work in Section 1 (print from GFP of negatives) of the draft PWS. These differences predominantly relate to the downloading, receiving, inspection, handling, storage, preparation for printing, and other activities for printing charts from the .pdf files.

Attachment A includes a request for information summarizing the vendor's qualifications and capabilities regarding production back-up plans and plans for delivery of quality assurance proof/plots. A vendor must meet these minimum requirements in order to be considered an acceptable source. Vendors that do not meet these minimum requirements will be determined to be unacceptable and removed from further consideration for award. Interested vendors must provide their qualifications and capabilities in their response to the market survey with

supporting documentation/information that clearly demonstrates that the required minimum requirements are met or exceeded. Attachment B includes a request for reference information for the vendor's performance on previous contracts. Attachment C is a business declaration form for descriptive information regarding the business status of the vendor. Attachment D is a draft Performance Work Statement.

All responses submittals (one response per company) are to be provided with a cover letter on company letterhead. **Responses must be received no later than 3:00 P.M, local time, July 20, 2007.** Market survey responses received after the time and date specified may be determined to be late and may not be considered.

Response submittals must include the following:

1. Documentation that clearly demonstrates that the interested vendor is qualified and capable of providing the required services. The format of the documentation is at the discretion of the vendor.
2. A cost estimate for the DIFFERENCES in the defined work in Section 2 (print from GFP of pdf files) as compared to the defined work in Section 1 (print from GFP of negatives) of the draft PWS. These differences predominantly relate to the downloading, receiving, inspection, handling, storage, preparation for printing, and other activities for printing charts from the .pdf files. The format of the cost estimate is at the discretion of the vendor; however, the cost estimate should be provided to a level of detail for which the cost elements, levels of effort, materials, quantities, and associated costs for each definable segment of work may be easily discerned. NOTE: The cost estimate is for informational purposes only and will NOT be released or used for screening, evaluation, or source selection purposes. Any proprietary information submitted will be protected if appropriately marked.
3. Responses to the requested information in Attachment A.
4. Responses to the requested information in Attachment B.
5. Responses to the requested information in Attachment C.

The FAA prefers that all response submittals, including attachments, be submitted electronically to the following email address: randall.bratcher@faa.gov Responses should be submitted in a portable document format (i.e. .pdf file); however, Microsoft Word is acceptable.

If you cannot respond electronically, please send response submittals to:

Federal Aviation Administration
Attn: Randall L. Bratcher, Contract Specialist (AMQ-310)

Mailing Address:
P.O. Box 25082
Oklahoma City, OK 73125

Physical Address:
6500 S. MacArthur Boulevard
Oklahoma City, OK 73169-6901

Point of contact is Randall L. Bratcher, Contract Specialist, at e-mail randall.bratcher@faa.gov or telephone (405) 954-8860 or FAX (405) 954-3030.

NOTICE for informational purposes for Minority, Women-owned and Disadvantaged Business Enterprises: The Department of Transportation (DOT), Office of Small and Disadvantaged Business Utilization (OSDBU), has a program to assist small businesses, small businesses owned and controlled by socially and economically disadvantaged individuals, and women-owned concerns to acquire short-term working capital assistance for transportation-related contracts. Loans are available under the DOT Short Term Lending Program (STLP) at prime interest rates to provide accounts receivable financing. The maximum line of credit is \$500,000. For further information and applicable forms concerning STLP, call the OSDBU at (800) 532-1169.

NOTE: Any contract awarded for the requirements above will contain the AMS Clause 3.3.1-33 **Central Contractor Registration** (April 2006). Award cannot be made to a vendor that has not accomplished this registration. See paragraph (d) below:

**** (d) If the offeror does not become registered in the CCR database in the time prescribed by the Contracting Officer, the Contracting Officer may proceed to award to the next otherwise successful registered offeror.*

ATTACHMENT A: Qualifications/Capabilities (to be completed by vendor and returned)
ATTACHMENT B: References (to be completed by vendor and returned)
ATTACHMENT C: Business Declaration (to be completed by vendor and returned)
ATTACHMENT D: Draft Performance Work Statement

ATTACHMENT A

Printing and Distribution Services

For Enroute High and Low Altitude Charts (U.S. and Alaska), and Enroute Area Charts (U.S.)

Given the description of work identified above:

1. Summarize your back-up plan to insure production is not interrupted.
2. Summarize your plan to deliver quality assurance proofs/plots within the required time period.

ATTACHMENT B

Printing and Distribution Services For Enroute High and Low Altitude Charts (U.S. and Alaska), and Enroute Area Charts (U.S.)

Provide three references for contract(s) performed for same or similar work during the last 5 years. On a separate sheet, describe the service arrangements provided for each, related services, and provisions.

(a.) Government Contract? () Yes () No Period of Performance: _____

Contract Value: \$ _____ Contract Number: _____

Mutual agreement for performance with Co. Name/location: _____

Whom may we contact for performance information?

Name and Title: _____ Telephone: _____

E-mail: _____

(b.) Government Contract? () Yes () No Period of Performance: _____

Contract Value: \$ _____ Contract Number: _____

Mutual agreement for performance with Co. Name/location: _____

Whom may we contact for performance information?

Name and Title: _____ Telephone: _____

E-mail: _____

(c.) Government Contract? () Yes () No Period of Performance: _____

Contract Value: \$ _____ Contract Number: _____

Mutual agreement for performance with Co. Name/location: _____

Whom may we contact for performance information?

Name and Title: _____ Telephone: _____

E-mail: _____

ATTACHMENT C

BUSINESS DECLARATION

1. Name of Firm: _____

2. Address of Firm: _____

3. a. Telephone No. of Firm: _____ b. Facsimile No. of Firm: _____

4. a. Name of Person Making Declaration: _____

b. Telephone No. of Person Making Declaration: _____

c. Position Held in the Company: _____

5. Controlling Interest in Company: ("X" all appropriate boxes)

☐ Black American ☐ Hispanic American ☐ Native American ☐ Asian American

☐ Female Non-Minority ☐ Male Non-Minority ☐ Female ☐ Male

☐ 8(a) Certified (*Certification letter attached*) ☐ Other (*Specify*) _____

6. Is the person identified in Number 4 above, responsible for day-to-day management and policy decision making, including but not limited to financial and management decisions?

☐ Yes ☐ No (*If No, provide the name and telephone number of the person who has this authority.*)

7. Nature of Business (*Specify all major services/products and NAICS codes.*) _____

8. a. Years the firm has been in business: _____ b. No. of Employees: _____

9. Type of Ownership: ☐ Sole Ownership ☐ Partnership ☐ Other (*Explain*) _____

10. Gross receipts of the firm for the last three years: (a) Year Ending: _____ Gross Receipts: \$ _____

(b) Year Ending: _____ Gross Receipts: \$ _____ (c) Year Ending: _____ Gross Receipts: \$ _____

11. Tax Identification Number (TIN)/Employer Identification Number (EIN)/Social Security Number (SSN),
and Data Universal Numbering System (DUNS): _____

Privacy Act Statement: *The TIN/EIN/SSN is required to comply with the reporting requirements of 26 U.S.C. 6041, 6041A and 6050M and implementing regulations issued by the Internal Revenue Service (IRS). Failure to provide the information may exclude you from doing business with the Federal Aviation Administration.*

12. Is the firm a small business? ☐ Yes ☐ No

I DECLARE THAT THE FOREGOING STATEMENTS CONCERNING _____
ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF. I AM AWARE
THAT I AM SUBJECT TO CRIMINAL PROSECUTION UNDER THE PROVISIONS OF 18 U.S.C. 1001.

Signature: _____ Date: _____

Typed Name and Title: _____